

## UW HEALTH JOB DESCRIPTION

### Substance Abuse Counselor-Transplant

<b>Job Code:</b> 840016	<b>FLSA Status:</b> Exempt	<b>Mgt. Approval:</b> E Schmidt	<b>Date:</b> April 2022
<b>Department:</b> Behavioral Health		<b>HR Approval:</b> N Lazaro	<b>Date:</b> April 2022

#### JOB SUMMARY

The Substance Abuse Counselor-Transplant is responsible for the delivery of clinical diagnostic services in the area of Alcohol and Other Drug Abuse (AODA) and its comorbidities to transplant candidates and recipients in an outpatient setting. This position also facilitates referrals for patients and families to services as indicated by patient need. The Substance Abuse Counselor-Transplant works under the direction of the UW Transplant Program and receives clinical consultation from the Center for Addictive Disorders (CTAD) Medical Director and Behavioral Health Therapist Lead.

The Substance Abuse Counselor-Transplant works closely with patients, family members, and a wide range of professionals to plan, deliver, and improve patient care. Working independently, s/he manages a high volume of needs for patients in varying stages of the transplant process. The Substance Abuse Counselor-Transplant is a subject matter expert and serves as a resource for a wide variety of stakeholders including families, patients, nurses, pharmacists, financial specialists, and medical directors.

#### MAJOR RESPONSIBILITIES

- Conduct comprehensive substance abuse evaluations to identify how the substance use relates to transplant candidacy. This includes careful review of medical records to identify health status, risk factors, and potential barriers to treatment.
- Provide ongoing education and counseling to patients and families throughout all phases of the process and help to facilitate navigation through family dynamics and/or substance abuse issues as they arise.
- Provide presentations of objective assessment to the interdisciplinary committee who reviews transplant candidacy.
- Provide education and information to patients and families to ensure informed patient choice and ability to participate actively in the process.
- Initiate and maintain strong communication and collaboration with physicians, surgeons, transplant coordinators, social workers, RN's, and other disciplines inside and outside of UW Health in order to develop and implement a plan of care.
- Develop, implement and maintain appropriate tools to assist with care planning and include naturally occurring resources and support from patients' home communities.
- Work with all members of the interdisciplinary team to facilitate substance abuse treatment care coordination and treatment.
- Work closely with the transplant coordinator to address substance abuse issues as they arise in order to collaboratively implement a plan for intervention.
- Provide goal-oriented substance abuse treatment which includes family members as indicated, including crisis intervention.
- Closely monitor clinical outcomes and communicate with the staff on status.
- Provide referrals to outside services as needed, as well as to self-help programs and other resources.
- Develop and maintain educational materials and implement screening tools pre- and post-transplant.
- Maintain excellent documentation and participate in regulatory requirements, including audits.

**ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.**

#### JOB REQUIREMENTS

Education	Minimum	Bachelor's degree in Social Work, Psychology, Counseling, Marriage and Family Counseling, or other Behavioral Health related field
	Preferred	Master's degree in Social Work, Psychology, Counseling, Marriage and Family Counseling, or other Behavioral Health related field Relevant student internship or other educational experience in a health care setting
Work Experience	Minimum	One (1) year of relevant experience
	Preferred	Three (3) years of relevant experience
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> <li>• Unrestricted certification as a Substance Abuse Counselor (SAC) or Clinical Substance Abuse Counselor (CSAC), or substance use disorder specialty certification with the Wisconsin Department of Safety and Professional Services (DSPA), or license/certification eligible in the State of Wisconsin</li> <li>• CPR/BLS</li> </ul>
	Preferred	Unrestricted Mental Health license as a Licensed Clinical Social Worker (LCSW), Licensed Professional Counselor (LPC), or Licensed Marriage and Family Therapist (LMFT) with the Wisconsin Department of Safety and Professional Services (DSPA), or license eligible in the State of Wisconsin
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>• Knowledge of regulatory guidelines and processes</li> <li>• Effective communication skills with a wide range of individuals including patients, donors, family members, and other professionals</li> <li>• Ability to create a patient-centered treatment plan and to tailor education and</li> </ul>

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	<ul style="list-style-type: none"> <li>interventions to the needs of the patient</li> <li>• Ability to make complex clinical decisions</li> <li>• Ability to recognize the need for input on complex patients and effectively utilize the CTAD Medical Director and Behavioral Health Therapist Lead as resources</li> <li>• Strong critical thinking skills</li> <li>• Creative approach to problem-solving</li> <li>• Willingness to actively participate in quality improvement efforts and contribute ideas for continuous improvement</li> <li>• Knowledge and application of evidence-based practices in substance abuse, including diagnostic understanding</li> <li>• An awareness of how substance abuse issues contribute to illness</li> <li>• Excellent interpersonal and conflict resolution skills</li> </ul>
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### AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

	Infants (Birth – 11 months)	<b>x</b>	Adolescent (13 – 19 years)
	Toddlers (1 – 3 years)	<b>x</b>	Young Adult (20 – 40 years)
	Preschool (4 – 5 years)	<b>x</b>	Middle Adult (41 – 65 years)
	School Age (6 – 12 years)	<b>x</b>	Older Adult (Over 65 years)

### JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
<b>x</b> <b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
<b>Other</b> - list any other physical requirements or bona fide occupational qualifications not indicated above:			

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.